



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, U.S. ARMY SUPPORT ACTIVITY AREA III  
UNIT #15716  
APO AP 96271-5716

REPLY TO  
ATTENTION OF

EANC-HG-DL-IT-T (100)

17 July 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Support Activity Area III Policy Memorandum #20, Operation of Military Vehicles


1. This policy **supersedes** USASA Area III Policy Memo #20, SAB, **30 May 2000**.
2. Non-tactical vehicles will not be used for domicile to duty transportation. Only the service secretaries have authority to authorize domicile to duty transportation; unit commanders do not. Unit commanders may determine individuals in designated "on call" positions must have a vehicle available during non-duty hours. If so, the vehicle will be parked in the nearest official parking lot, not at the "on call" individual's residence. Off-post personnel will not be provided a vehicle. Unit commanders are responsible for designating official parking lots for parking non-tactical vehicles during non-duty hours. Commanders must use utmost care to ensure designated official parking lots avoid the appearance of domicile to duty transportation.
3. Operators of military vehicles (tactical and non-tactical) are to be considered "On Duty" for the duration of the official dispatch to the operator. Service men and women operating a military vehicle will remain in the appropriate complete military uniform at all times. Service members will not operate a military vehicle in civilian clothes, mixed uniform, or physical training attire, except when civilian attire has been designated as the official duty uniform (eg, MPI, CID). Exceptions must be approved on an individual basis by the unit commander and the commander's signed approval specifying the driver must be annotated on the DD Form 1970, vehicle dispatch. This authority may not be delegated and TMP personnel will monitor for abuse.
4. Operators of tactical vehicles are expressly forbidden from picking up and transporting civilians (other than those whose specific duties/mission dictates travel in tactical vehicles) or family members except in life threatening emergencies.
5. Under no circumstances will soldiers be transported in any military vehicle for purposes such as shopping at the PX, going to clubs, or other unauthorized activities (not duty related). Soldiers in civilian attire may be transported in tactical vehicles when sanctioned unit functions are held and no other form of commercial or non-tactical transportation is available.
6. Military vehicles are not permitted in the "Downtown" (commissary, theater, gym) area of **Camp Humphreys** except for official business, ie, picking up supplies at the commissary for unit functions or picking up incoming soldiers at the bus station.

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7. Commanders will ensure that all military vehicles will be operated safely and for “official use only.” Each occupant will, at all times, use the factory installed restraint system provided. If a system is defective, the vehicle will not be dispatched until repair or replacement is accomplished.

8. **POC** for this policy is the Transportation Motor Officer at **753-6656**.

  
MICHAEL D. CLAY  
COL, IN  
Commanding

DISTRIBUTION:  
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